

TABLE OF CONTENTS

- 1. PA-03 (GS): Notice and Invitation For Quotation
- 2. PA 32: Invitation to Bid
- 3. Specification (where applicable)
- 4. Pricing Schedule
- 5. Revised PA11
- 6. PA40
- 7. PA16
- 8. PA36 (local content) where applicable
- 9. Other documents (if applicable):

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SPECIAL CONDITIONS / MANDATORY BID CONDITIONS

- 1. The forms in the Table of Contents and on the PA-03(GS): Notice and Invitation for Quotation should be properly completed and signed and returned on or before the due date and time.
- 2. **NB**: PA11: Bidder's Disclosure should be properly/duly completed, dated and signed. Bidders or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise must disclose any interest in any other related enterprise whether or not they are bidding for this contract.
- The total offer on the pricing schedule must be carried over to the PA32 (Invitation to Bid) or the quote will be deemed as non-responsive and will not be evaluated further.
- 4. No late, incomplete or quotations with correctional fluid will be accepted.
- Deposit your Quotation into the Quotation box on the Ground floor, customs House Lower Heregracht, Cape Town.
- 6. Alternatively quotations may be emailed to CPT.Quotations@dpw.gov.za
- Quotations are valid after the closing date for 30 days for thresholds up to R500 000 and 84 days for thresholds up to R1 million.
- 8. The bidder must make provision for exchanges and or changes in sizes where applicable at no additional cost to the Department.

- 9. Failure to comply with product specifications and inability to meet delivery times will render the purchase order to be cancel. If the bidder is a VAT vendor /registered the bidder is required to explicitly state the VAT amount.
- 10. Bidders must include VAT at 15% in their bid offers if VAT Vendor.
- 11. Resolution to sign/resolution of signatures is mandatory in the event where a delegation to sign the bid document to someone other than a director or member or shareholder (where applicable).
- 12. In the event that one or more bidders are equal in all respects the award will be decided by drawing of lots.
- 13. Bidders must ensure that PA 32 is duly completed, failure to complete in full will result to elimination.
- 14. COMPULSORY SITE BRIEFING ON 15 AUGUST 2023 AT LAINSBURG MAGISTRATE COURT, STATION STREET AT 11AM.

OTHER BID CONDITIONS

- 1. The Department reserves the right to negotiate the offer where it is found not to be market related.
- 2. All goods supplied must be approved by the South African Bureau of Standards (SABS) if applicable.
- 3. The Department reserves the right to request any additional information and / or samples of items quoted before mass production is undertaken at no cost to the Department if applicable.
- 4. Bidders should have an office/branch in the Western Cape
- 5. Bidders must be registered on the CSD and tax matters should remain compliant throughout the procurement process.
- 6. Due to a high volume of quotations received it is advisable to hand deliver your quotation to ensure receipt thereof.
- 7. Technical enquiries must be directed to the Project Leader as indicated on the PA-03 (GS) and PA-32.
- 8. The Department will contract with the successful bidder with an official order.
- 9. No work may commence without an official Departmental order.



PA-03 (GS): NOTICE AND INVITATION FOR QUOTATION

THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE INVITES BIDDERS FOR THE PROVISION OF THE BELOW GOODS AND SERVICES

	uotation escriptio			N MS PROJECT 2019 BE VENUE AND CATERING .	GINNERS TO ADVANCE						
Qı	uote no:		400H010	Closing date:	18/08/2023						
CI	osing ti	me:	11:00	Validity period:	30 days						
.1. t	Indicate	ria stated here	esponsiveness criteria ap	plicable for this tender. Frender places							
1	\boxtimes	Only those te tenders.	nderers who satisfy the elig	וibility criteria stated in the ז	Fender Data may submit						
2	\boxtimes	invitation, full	y completed either electror	on the tender closing date a nically (if issued in electron andard Conditions of Tender	ic format), or by writing						
3	\boxtimes	All parts of tender documents submitted must be fully completed in ink and signed where required									
4	\boxtimes	Use of correction fluid is prohibited.									
5		Submission of PA-32: Invitation to Bid									
6		Submission of record of attending compulsory briefing session. insert motivation why the tender clarification meeting is declared compulsory									
7		Registration o	n National Treasury's Centr	al Supplier Database.							
8	\boxtimes			Grand total on Pricing sche to the quotation being dis							
9	\boxtimes	COMPULSON AUGUST 202		AINSBURG COURT, STA	TION STREET ON 15						
10											
11											
12											
1.2.	1.2. Indicate administrative requirements applicable for this tender. Tenderers may be required to submit the below documents where applicable. The Employer reserves the right to request further information regarding the undermentioned criteria. Failing to submit further clarification and/or documentation within seven (7) calendar days from request or as specifically indicated, will disqualify the tender offer from further consideration.										
1		PA 15.1 or F Consortia or J	PA 15.2 resolution of board V's .	n authorised to sign the tend d/s of directors / or PA15.	3 Special Resolution of						
2	Submission of applicable (PA-15.1, PA-15.2, PA-15.3): Resolution by the legal entity, or consortium / joint venture, authorising a dedicated person(s) to sign documents on behalf of the firm / consortium / joint venture.										
3		Submission of	f (PA-11): Bidder's disclosu								

Any reference to words "Bid" or Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tenderer".

Page 1 of 4
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Effective date: July 2023

Version:3.4



4	\boxtimes	Submission of (PA 40): Declaration of Designated Groups for Preferential Procurement.
5	\boxtimes	Submission of proof of Registration on National Treasury's Central Supplier Database (CSD) or insert the Supplier Registration Number on the form of offer
6		Upon request, submission of a fully completed security clearance application form with supporting documentation and information as required. The security clearance form will be provided by the Employer for projects requiring a security clearance.
7		
8		
9		
10		

1.3. Indicate administrative requirements applicable for specific goals, Tenderers will not be required to submit the below document if not provided in the original tender proposals, Failure to comply with the criteria stated hereunder shall result in the tenderer not allocated points for specific goals.

1	\boxtimes	Submission of (PA-16): Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022
2		A trust, consortium or joint venture (including unincorporated consortia and joint ventures) must submit a consolidated B-BBEE Certificate issued by a SANAS accredited service provider

- 2. 80/20 POINTS SCORING SYSTEM WILL BE APPLICABLE FOR THIS BID
- 3. METHOD TO BE USED TO CALCULATE POINTS FOR SPECIFIC GOALS
- 3.1. For procurement transaction with rand value greater than R2 000, 00 and up to R1 Million (Inclusive of all applicable taxes) the specific goals listed in table 1 below are applicable.

Table 1

Serial No	Specific Goals	Preference Points Allocated out of 20	Documentation to be submitted by bidders to validate their claim
1.	An EME or QSE which is at least 51% owned by black people (Mandatory)	10	SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area (Mandatory)	2	 Official Municipal Rates Statement which is in the name of the bidder. Or Any account or statement which is in the name of the bidder. Or Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder. Or

Version:3.4



			Lease Agreement which is in the name of the bidder.
3.	An EME or QSE which is at least 51% owned by black women (Mandatory)	4	SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
4.	An EME or QSE which is at least 51% owned by black people with disability (Mandatory)	2	SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. and
			Medical Certificate indicating that the disability is permanent. Or
			South African Social Security Agency (SASSA) Registration indicating that the disability is permanent.
			Or
			National Council for Persons with Physical Disability in South Africa registration (NCPPDSA).
5.	An EME or QSE which is at least 51% owned by black youth (Mandatory)	2	ID Copy and SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.

4. COLLECTION OF QUOTATION DOCUMENTS:

All quotations must be completed on the official forms provided with this invitation and completed in ink, preferably black. Completed forms must be delivered to the Department of Public Works and Infrastructure at the following address or email below.

This quotation is subject to the General Conditions of Contract (GCC) and, if applicable, any other special conditions of contract. Attached Terms and Conditions should be signed and submitted with the official documents.

The taxes of the successful service provider must be in order, or satisfactory arrangements must be made with the Receiver of Revenue to meet the bidder's tax obligations.

Quotation documents may be collected during working hours on insert date at the following address
insert physical address insert postal code.

\boxtimes	A <i>compulsory</i> pre-bid meeting with representatives of the Department of Public Works and
	Infrastructure will take place at Laingsburg Magistrate Court Station Street on 15/08/2023 starting a
	11am.

5. ENQUIRIES

5.1. Technical enquiries may be addressed to:

DPWI Project Manager	S.D MAESELA	Telephone no:	
Cellular phone no	076 424 3077	Fax no:	

Any reference to words "Bid" or Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tender" or "Tenderer".

Page 3 of 4
For Internal Use

Effective date: July 2023



E-mail	sekome.maesela@dpw.gov.za	sekome.maesela@dpw.gov.za								
5.2. SCM enquiries may be addressed to:										
SCM Official	N MDINGI	Telephone no:	021402 2037							
Cellular phone no	N/A	Fax no:	N/A							
E-mail nonqaba.mdingi@dpw.gov.za										

6. DEPOSIT / RETURN OF BID DOCUMENTS:

The closing time for receipt of quotation is 11:00am on 18/08/2023.

Telegraphic, telephonic, telex, facsimile, electronic and / or late bids will not be accepted.

Requirements for sealing, addressing, delivery, opening and assessment of bids are stated in the bid advertisement.

All bids must be submitted on the official forms – (not to be re-typed)

QUOTATION DOCUMENTS MAY BE DROPPED AT: GROUND FLOOR QUOTATION BOX, CUSTOMS HOUSE DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE OR QUOTATION DOCUMENTS MAY BE POSTED TO: insert postal code	OR	QUOTATION DOCUMENT MAY BE EMAILED TO: CPT.Quotations@dpw.gov.za
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Version:3.4



PA 32: INVITATION TO BID

			<u> </u>			0.511555	
YOU ARE HEREBY INVITED TO BID FOR I					Ψ η		Wester Administration
BID NUMBER: 400H010	CLOSING DA				CLOSIN		11:00
DESCRIPTION ONCE OFF TREE	er o 22 ment see gibert word eet waard 100 til blee word begewie een stewa	eletik enturetat mitanelik e	Harabet, mattalba, milanna atmyba.	a pitte nelitarane des	Attention of military distributions and the second		
THE SUCCESSFUL BIDDER WILL BE REC			IGN A WR	RITTEN	CONTRACT FOR	M (DPW04.1	GS or DPW04.2 GS).
BID RESPONSE DOCUMENTS MAY BE I	DEPOSITED IN T	HE BID					
BOX SITUATED AT (STREET ADDRESS)							
OR POSTED TO:	et troopers spekenstegs dertage kan trooper til kegett erendelse.	2880-40-00-00-00	eragen izzagat rapenan etter	1000711005404940		mennenenenen	
QUOTATION BOX GROUND F	LLOR OR EN	MAIL 1	O CPT	'.Quo	tations.@dpw	.gov.za	
SUPPLIER INFORMATION	* * * * * * * * * * * * * * * * * * * *						
NAME OF BIDDER							
POSTAL ADDRESS							
STREET ADDRESS							
TELEPHONE NUMBER	CODE				NUMBER		
CELLPHONE NUMBER							
FACSIMILE NUMBER	CODE				NUMBER		
E-MAIL ADDRESS							
VAT REGISTRATION NUMBER							
	TCS PIN:			OR	CSD No:		
SIGNATURE OF BIDDER				DATE			
CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to							
sign this bid; e.g. resolution of							
directors, etc.)	we extensive the second						
				TOTA	L BID PRICE (¹AI	_L	
TOTAL NUMBER OF ITEMS OFFERED					ICABLE TAXES)	R	
BIDDING PROCEDURE ENQUIRIES MAY	BE DIRECTED TO	: * * * * *			IFORMATION MA	Y BE DIREC	TED TO:
DEPARTMENT/ PUBLIC ENTITY			CONTAC				
CONTACT PERSON			TELEPH				
TELEPHONE NUMBER		-	FACSIM				
FACSIMILE NUMBER	ĺ		E-MAIL	AUUKE	:55		

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

E-MAIL ADDRESS

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR ONLINE
- 1.3. BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES).
- 1.4. WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION.

Page 1 of 2

PA-32: Invitation to Bid

1.5.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 200 CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECCONTRACT.	1			
2.	TAX COMPLIANCE REQUIREMENTS				
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.				
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBE ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.	ER (PIN) ISSUED BY SARS TO			
2.3	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FI PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE				
2.4	BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.				
2.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, E SEPARATE PROOF OF TCS / PIN / CSD NUMBER.	EACH PARTY MUST SUBMIT A			
2.6	WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPP NUMBER MUST BE PROVIDED.	LIER DATABASE (CSD), A CSD			
3.	QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS				
3.1.	IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO			
3.2.	DOES THE BIDDER HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO			
3.3.	DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				
IF TI	DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? HE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN I COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) ANI				

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID. Note Well:

- a) In respect of non VAT vendors the bidders may not increase the bid price under Section 67(1) of the Value Added Tax Act of 1991 where the relevant transaction would become subject to VAT by reason of the turnover threshold being exceeded and the bidder becomes liable for VAT.
- b) All delivery costs must be included in the bid price, for delivery at the prescribed destination.
- c) The price that appears on this form is the one that will be considered for acceptance as a firm and final offer.
- d) The grand total in the pricing schedule(s), inclusive of VAT, attached to the bid offer must correlate and be transferred to this form (PA32).
- e) Where there are inconsistencies between the grand total price offer in the pricing schedule(s) and the PA32 price offer, the price offer on the PA32 shall prevail and deemed to be firm and final. No further correspondence shall be entered into in this regard.

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ABOVE.

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Version: xxxxxxx

¹ All applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies



PRICING SCHEDULE



The total offer on this pricing schedule must be carried over to the PA32 (Invitation to Bid) or the quote will be deemed as non-responsive and will not be evaluated further

DECODIDEION (OUDDLY A DELIVERY)					
DESCRIPTION (SUPPLY & DELIVERY)	QUANTITY	UNIT PRICE (per one item / each) EXCLUDING VAT	TOTAL UNIT PRICE FOR THE FULL QUANTITY REQUIRED EXCLUDING VAT		
EXAMPLE : (Quantity multiplied by the unit price to get total unit price excluding VAT)					
BLACK PENS	<u>6</u>	R2.00 Each EXCLUDING VAT	R12.00 EXCLUDING VAT		
FACILITY MANAGEMENT (HORTICULTURE)					
(1) Felling of two extra –Large Trees (eucalyptus spp) – Once-off	2 extra-large trees Once-off service	R	R		
(2) Felling of two large Trees (Schinus molle) – Once- off	2 large trees Once –off service	R	R		

- Annual Control Contr					
		***************************************	***************************************		
100000000000000000000000000000000000000					
**************************************		.			
MAT AND MENTAL AND					
VAT 15% (If VAT Vendor)			R		
TOTAL OFFER (TO BE CARRIED OVER TO THE PA32)	***************************************		R		
		,	1,5		
NB: FAILUR TO TRANSFER TOTAL OFFER FROM PRICING SCHEDULETO PA32 WILL RESULT TO ELIMINATION					

assign any employee the Department deems incompetent, careless, insubordinate, or otherwise objectionable to work on these premises.

5.2 SAFETY STANDARDS

- 5.2.1 The service provider's employees shall follow all applicable safety standards including operating all equipment in conformance with the manufacturer's operating instructions for each, and in compliance with OHSA standards and requirements.
 - 5.2.2 Precaution shall be exercised at all times for the protection of persons, (including employees) and property. The safety provisions of applicable laws, building and construction codes shall be observed. Machinery, equipment and all hazards shall be guarded or eliminated in accordance with applicable safety provisions.
 - 5.2.3 Personal protective Equipment should be used all the time during the execution of the duties.
 - 5.2.4 Special chainsaw operator's uniforms shall be used during the execution of the duties for tree felling and tree pruning.

5.3. SITE INSPECTION

5.3.1. The officials will, at his/her discretion, conduct site inspections before, during and after each service to evaluate the quality, and completion of the work performed.

5.3.2 IMPORTANT:

Viewing of the site prior to submitting a bid is the responsibility of the Bidder to ensure an accurate bid offer based on the scope of work.

5.3.3 A compulsory site briefing will take place on 2023/_O_S_I_I_S_ at LAINGSBURG MAGISTRATE COURT
Station Street, Laingsburg

6. FAILURE TO COMPLY WITH CONDITIONS & DELAYED EXECUTION

6.1 The department without prejudice to its other rights shall be entitled to cancel an offer:



SPECIFICATIONS FOR TREE FELLING SERVICES AT STATE PROPERTIES

1. DESCRIPTION OF SERVICES

AREAS: LAINGSBURG MAGISTRATE COURT

LOCATIONS: STATION STREET LAINGSBURG

SERVICES: Tree Felling Services and Stump treatment

Once Off Service.

2. SCOPE OF SERVICE

2.1 LAINGSBURG MAGISTRATE COURT

- 2.1.1 Fell the two extra-large trees (*eucalyptus sp.*) to ground level and treat all stumps with a suitable herbicides to prevent regrowth of the tree.
- 2.1.2 Fell the two large trees (*Schinus molle*) to ground level and treat all stumps with a suitable herbicides to prevent regrowth of the tree.
- 2.1.3 Trees will be marked appropriately for ease of reference.
- 2.1.4 Caution is to be exercised when cutting trees in close proximity to fence lines and/or any high voltage lines.
- 2.1.5 All vegetation waste /dumping materials must be removed from the site immediately.

3. INSTRUCTIONS

- 3.1 Please use every precaution when executing tree works.
- 3.2. Treat all cut surfaces with appropriate herbicide to prevent regrowth of vegetation.
- 3.3. Remove all waste materials and dead plant debris immediately.

4. GENERAL CONDITIONS

- 4.1 The service provider shall provide all materials, labour and equipment deemed necessary.
- 4.2 The service provider shall have suitable staff under the supervision of a person/s with suitable horticultural/aboricultural knowledge.

- 4.3 Staff may not enter any area which is not clearly work-related.
- 4.4 Service providers should note that the service offered must be in strict conformity with the relevant specifications.
- 4.5 No deviation from the specification will be accepted.
- 4.6 Any quotation submitted shall remain valid, irrevocable and open for acceptance by the Department for a period of thirty (30) days from the closing date.
- 4.7 NDPW&I Horticulture reserves the right to inspect equipment, machinery and premises of services provider who will be appointed.

5. OBSERVANCE OF LAWS AND REGULATIONS

5.1 Observance of Laws and Regulations

- 5.1.1 The service provider shall secure all permits and licenses imposed by law and ordinance, pay all charges and fees, and give all notices necessary and incidental to the due and lawful prosecution of the work regarding the obstruction of streets and driveways, maintaining signals and open passageways, and protecting the same where exposed.
- 5.1.1.1 **Hours of Work:** The service provider shall perform the work during weekdays and within operating hours 08:00 till 16:00 unless requested by a Departmental official to deviate.
- 5.1.1.2 **Equipment:** The service provider is responsible for providing, maintaining & transporting all necessary equipment in connection with the program of plot clearing, garden maintenance, tree felling and tree pruning described in this Agreement. All tools and supplies necessary for performing the work required by this Agreement will be provided by the service provider.
- 5.1.1.3 Obstruction of Streets and Right-of-Ways: The service provider will arrange to keep sidewalks open for traffic whenever possible and will block portions of streets only when deemed necessary to protect private property. Warning signs and barricades shall be furnished and erected by the service provider when warranted. It is the service provider's responsibility to remove all surplus material and debris from streets as work progresses in order that the public will have adequate use of the affected streets and sidewalks.
- 5.1.1.4 The service provider shall have in its employ, or under its control, sufficient qualified and competent personnel to perform work promptly and in accordance with a schedule or work program, as approved by the Departmental official.
- 5.1.1.5 The service provider shall employ only such workers as are skilled in the tasks to which they are assigned. Workers shall act appropriately and professionally at all times. Offensive language, gestures or actions while at facilities or sites are not acceptable. The Department may require the service provider not to



PA-11: BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest (1) in the enterprise, employed by the state?

YES / NO

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution
		~~~
	All Mariantis, de .	
44,4		

⁽¹⁾ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.



2.2

who is employed by the procuring institution?  YES / NO
If so, furnish particulars:
Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?  YES / NO
If so, furnish particulars:
ECLARATION

Do you, or any person connected with the hidder, have a relationship with any person

3.1 I have read and I understand the contents of this disclosure:

certify to be true and complete in every respect:

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;

- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium will not be construed as collusive bidding.
- In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

Any reference to words "Bid" or Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tender" or "Tenderer". Page 2 of 3 For External Use Effective date 5 July 2022 Version: 2022/03

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.



3.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

Signature	Date	•••••
Position	Name of bidder	



#### PA-16: PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

#### 1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to invitations to tender:
  - the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
  - The 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

#### 1.2 Preference Points System to be applied

(Tick whichever is applicable).

- ☑ The applicable preference point system for this tender is the 80/20 preference point system.
   ☑ The applicable preference point system for this tender is the 90/10 preference point system.
   ☑ Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.
- 1.3 Points for this tender shall be awarded for:
- 1.3.1 Price; and
- 1.3.2 Specific Goals

#### 1.4 The maximum points for this tender are allocated as follows:

	80/20
PRICE	
SPECIFIC GOALS	
Total points for Price and Specific Goals	100

#### 1.5 Breakdown Allocation of Specific Goals Points

1.5.1. For procurement transaction with rand value greater than R2 000, 00 and up to R1 Million (Inclusive of all applicable taxes) the specific goals listed in table 1 below are applicable.

#### Table 1

TADIE 1			
Serial No	Specific Goals	Preference Points Allocated out of 20	Documentation to be submitted by bidders to validate their claim
1.	An EME or QSE which is at least 51% owned by black people (Mandatory)	10	SANAS Accredited BBBEE     Certificate or Sworn Affidavit     where applicable.
2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area (Mandatory)	2	Official Municipal Rates     Statement which is in the name     of the bidder.  Or
1900	•		Any account or statement which is in the name of the bidder.  Or
7.1.4		·	Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder.
00014144			Or
			Lease Agreement which is in the name of the bidder.
3.	An EME or QSE which is at least 51% owned by black women (Mandatory)	4	SANAS Accredited BBBEE     Certificate or Sworn Affidavit     where applicable.
4.	An EME or QSE which is at least 51% owned by black people with disability (Mandatory)	2	SANAS Accredited BBBEE     Certificate or Sworn Affidavit     where applicable.

			and
		,	Medical Certificate indicating that the disability is permanent
74864		Total	Or
Annual Table			<ul> <li>South African Social Security Agency (SASSA) Registration indicating that the disability is permanent.</li> </ul>
			Or
			<ul> <li>National Council for Persons with Physical Disability in South Africa registration (NCPPDSA)</li> </ul>
5.	An EME or QSE which is at least 51% owned by black youth (Mandatory)	2	ID Copy and SANAS Accredite     BBBEE Certificate or Sworn     Affidavit where applicable.

1.5.2. For procurement transaction with rand value greater than R1 Million and up to R50 Million (Inclusive of all applicable taxes) the specific goals listed in table 2 below are applicable.

#### Table 2

Serial No	Specific Goals	Preference Points Allocated out of 20	Documentation to be submitted by bidders to validate their claim
1.	An EME or QSE or any entity which is at least 51% owned by black people (Mandatory)	10	SANAS Accredited BBBEE     Certificate or Sworn Affidavit     where applicable.
2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area (Mandatory)	2	Official Municipal Rates     Statement which is in the name     of the bidder.  Or

THE COLUMN TO TH				or	Any account or statement which is in the name of the bidder.
700	The second secon			• Or	Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder.
The second secon					Lease Agreement which is in the name of the bidder.
recently	3.	An EME or QSE or any entity which is at least 51% owned by black women (Mandatory)	4	•	SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
7.5971	- 4.	An EME or QSE or any entity which is at least 51% owned by black people with disability (Mandatory)	2	•	SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
WAY				and	i
reyAd attack y and 99 July				•	Medical Certificate indicating that the disability is permanent.
				Or	
0.00				•	South African Social Security Agency (SASSA) Registration indicating that the disability is permanent.
1				Or	
TATALAN AND AND AND AND AND AND AND AND AND A				Ph	tional Council for Persons with ysical Disability in South Africa istration (NCPPDSA).

5.	An EME or QSE or any entity which is at least 51% owned by black youth (Mandatory)	2	ID Copy and SANAS     Accredited BBBEE Certificate     or Sworn Affidavit where     applicable.
L			

1.5.3. For procurement transaction with rand value greater than R50 Million (Inclusive of all applicable taxes) the specific goals listed in table 3 below are applicable.

NB. The use of one of goal numbers' 4 or 5 is mandatory. The BSC must select either one of the two, but not both.

#### Table 3

Serial No	Specific Goals	Preference Points Allocated out of 10	Documentation to be submitted by bidders to validate their claim
1.	An EME or QSE or any entity which is at least 51% owned by black people (Mandatory)	4	SANAS Accredited BBBEE     Certificate or Sworn Affidavit     where applicable.
2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area (Mandatory)	2	Official Municipal Rates     Statement which is in the name     of the bidder.  Or
- THE CASE OF THE			Any account or statement which is in the name of the bidder.
			Or
Transaction of the state of the			Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder.
			Or
			Lease Agreement which is in the name of the bidder.

3.	An EME or QSE or any entity which is at least 51% owned by black women (mandatory)	2	SANAS Accredited BBBEE     Certificate or Sworn Affidavit     where applicable.
4.	An EME or QSE or any entity which is at least 51% owned by black people with disability (Mandatory)	2	SANAS Accredited BBBEE     Certificate or Sworn Affidavit     where applicable.
1 000			and
			Medical Certificate indicating that the disability is permanent.
			Or
			South African Social Security Agency (SASSA) Registration indicating that the disability is permanent.
			Or
			National Council for Persons with Physical Disability in South Africa registration (NCPPDSA).
OR			
5.	An EME or QSE or any entity which is at least 51% owned by black youth (Mandatory)	2	ID Copy and SANAS     Accredited BBBEE Certificate     or Sworn Affidavit where     applicable

- 1.6 Failure on the part of the tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals, if the service provider/ tenderer did not submit proof or documentation required to claim for specific goals will be interpreted to mean that preference points for specific goals are not claimed.
- 1.7 The organ of state reserves the right to require of a service provider/tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

#### 2. **DEFINITIONS**

(a) "tender" means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations,

competitive tendering process or any other method envisaged in legislation;

- (b) "price" means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) "rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) "tender for income-generating contracts" means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) "the Act" means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

#### 3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

#### 3.1. POINTS AWARDED FOR PRICE

#### 3.1.1. THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 or 90/10

$$Ps = 80\left(1 - \frac{Pt - Pmin}{Pmin}\right)$$
 or  $Ps = 90\left(1 - \frac{Pt - Pmin}{Pmin}\right)$ 

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

#### 3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

#### 3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$Ps = 80\left(1 + rac{Pt - P \, max}{P \, max}\right)$$
 or  $Ps = 90\left(1 + rac{Pt - P \, max}{P \, max}\right)$ 

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

#### 4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1,2 and 3 above as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
  - (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
  - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 4: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system)  (To be completed by the tenderer)
1. An EME or QSE (or any entity for procurement transaction with rand value greater than R1 Million) which is at least 51% owned by black people	10	

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)  (To be completed by the organ of state)	Number of points claimed (80/20 system)  (To be completed by the tenderer)
<ol> <li>Located in a specific Local         Municipality or District         Municipality or Metro or         Province area for work to be         done or services to be         rendered in that area</li> </ol>	2	
3. An EME or QSE (or any entity for procurement transaction with rand value greater than R1 Million) which is at least 51% owned by black women	4	
4. An EME or QSE (or any entity for procurement transaction with rand value greater than R1 Million) which is at least 51% owned by black people with disability	2	
5. An EME or QSE (or any entity for procurement transaction with rand value greater than R1 Million) which is at least 51% owned by black youth.*	2	

#### **DECLARATION WITH REGARD TO COMPANY/FIRM**

4.3.	Name of company/firm
4.4.	Company registration number:
4.5.	TYPE OF COMPANY/ FIRM

Partnership/Joint Venture / Consortium One-person business/sole propriety Close corporation Public Company Personal Liability Company (Pty) Limited Non-Profit Company State Owned Company [TICK APPLICABLE BOX]

- 4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:
  - i) The information furnished is true and correct;
  - ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
  - iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
  - iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have
    - (a) disqualify the person from the tendering process;
    - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
    - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
    - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the audi alteram partem (hear the other side) rule has been applied; and
    - (e) forward the matter for criminal prosecution, if deemed necessary.

	SIGNATURE(S) OF TENDERER(S)
SURNAME AND NAME:	
DATE:	
ADDRESS:	

### Department: Fublic Works and Infrastructure REPUBLIG OF SOUTH AFRICA William State

# PA-40: DECLARATION OF DESIGNATED GROUPS FOR PREFERENTIAL PROCUREMENT

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Name of Tenderer	Name of Tenderer			1 4 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		EME'   QSE' [	□ EME¹ □ QSE² □ Non EME/QSE (tick applicable box)	licable box)
1. LIST ALL PROP	LIST ALL PROPRIETORS, MEMBERS OR SHAREHOLDERS BY	RSHAREHOLD	ERS BY NAME, IC	Y NAME, IDENTITY NUMBER, CITIZENSHIP AND DESIGNATED GROUPS.	t, CITIZENSHIP A	IND DESIGNATE	D GROUPS.	
Name and Surname #	Identity/ Passport number and Citizenship##	Percentage owned	Black	Indicate if youth	Indicate if woman	Indicate if person with disability	Indicate if living in Rural (R) / Under Developed Area (UD) / Township (T) / Urban (U).	Indicate if military veteran
1		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No		□ Yes □ No
2.		%	☐ Yes ☐ No	□ Yes □ No	☐ Yes ☐ No	□ Yes □ No	□R □ UD □T □ U	□ Yes □ No
3.		%	□ Yes □ No	☐ Yes ☐ No	☐ Yes ☐ No	□ Yes □ No	□R□UD□T□U	☐ Yes ☐ No
4.		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□R□UD□T□U	☐ Yes ☐ No
5.		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□R □ UD □T □ U	☐ Yes ☐ No
6.		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□ Yes □ No		☐ Yes ☐ No
7.		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□ Yes □ No		☐ Yes ☐ No
8.		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	$\Box$ R $\Box$ UD $\Box$ T $\Box$ U	☐ Yes ☐ No
9.		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□R □ UD □T □ U	☐ Yes ☐ No
10.		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□R□UD□T□U	☐ Yes ☐ No
11.		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□R □ UD □T □ U	☐ Yes ☐ No
12.		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□ Yes □ No	□R □ UD □T □ U	☐ Yes ☐ No

Where Owners are themselves a Company, Close Corporation, Partnership etc, identify the ownership of the Holding Company, together with Registration number State date of South African citizenship obtained (not applicable to persons born in South Africa) ##

¹ EME: Exempted Micro Enterprise ² QSE: Qualifying Small Business Enterprise



# PA- 40: DECLARATION OF DESIGNATED GROUPS FOR PREFERENTIAL PROCUREMENT

### Tender no:

## 2. DECLARATION:

The undersigned, who warrants that he/she is duly authorized to do so on behalf of the Tenderer, hereby confirms that:

- The information and particulars contained in this Affidavit are true and correct in all respects;
- The Broad-based Black Economic Empowerment Act, 2003 (Act 53 of 2003), Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000), the Preferential Procurement Regulations, 2017, National Small Business Act 102 of 1996 as amended and all documents pertaining to this Tender were studied and understood and that the above form was completed according to the definitions and information contained in said documents; N
  - The Tenderer understands that any intentional misrepresentation or fraudulent information provided herein shall disqualify the Tenderer's offer herein, as well as any other tender offer(s) of the Tenderer simultaneously being evaluated, or will entitle the Employer to cancel any Contract resulting from the Tenderer's offer herein: က
- The Tenderer accepts that the Employer may exercise any other remedy it may have in law and in the Contract, including a claim for damages for having to accept a less favourable tender as a result of any such disqualification due to misrepresentation or fraudulent information provided herein;
  - Any further documentary proof required by the Employer regarding the information provided herein, will be submitted to the Employer within the time period as may be set by the latter;

## Signed by the Tenderer

S

Date
Signature
Name of representative